



## A Meeting of the Parish Council was held on Monday 28<sup>th</sup> October 2019, Sandford Village Hall at 7.30 p.m.

Those present at the meeting:

**Parish Cllrs Present:** Mr A Forbes (Chairman), Mr K Joyce (Vice-Chairman), Cllr C Lomas, Mr G Paterson (Vice-Chairman), Mrs L Stephens and Mr J Westlake

**NSC Ward Councillors:** Mrs A Harley and Dr K Haverson

**Clerk:** Mrs L Rampton

**Members of the public:** Nine

**Parish Cllrs Absent:** Ms C Boase, Mr M Boddy, Mrs E Buckland, Mr I Kilpatrick, Mr G Lloyd, Mr T Nicholson, Mr V Slater, Mr J Taviner and Dr P Watkins.

### 85. APOLOGIES FOR ABSENCE

*(Agenda item 1)* Apologies had been received from Parish Councillors Boase, Boddy, Kilpatrick, Nicholson, Lloyd, Slater, Taviner and Watkins along with NSC Parish Liaison Officer Mr J Kirby. Mr Lomas had apologised for his late arrival at the meeting.

### 86. DECLARATIONS OF INTEREST

*(Agenda item 2).* Cllr Joyce had declared a non-pecuniary interest in agenda item 13 as a share holder in a company competing for a council contract

### 87. TO CONSIDER & DECIDE UPON ANY REQUESTS FOR DISPENSATION FROM MEMBERS TO ALLOW THEM TO PARTICIPATE IN A DISCUSSION OR VOTE ON A MATTER IN WHICH HE/SHE MAY HAVE A DISCLOSABLE PECUNIARY OR NON-PECUNIARY INTEREST *(Agenda item 3).*

*Dispensations are granted to Parish Councillors under section 33 of the Localism Act 2011 and the Parish Council delegated the power to grant dispensations (s 101 of the Local Government Act 1972) to the Clerk or appointed Deputy (see PC meeting 23.07.12 min 52 iv.)*

As the contract was not considered to be of significant value, and all companies competed on a national basis, dispensation was granted to Cllr Joyce for this meeting only to speak and vote on the item.

### 88. APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 23<sup>RD</sup> SEPTEMBER 2019 *(Agenda item 4)* **The minutes to the meeting were approved as a correct record.**

Proposed: Cllr K Joyce                      Seconded: Cllr G Paterson

All members present at the last meeting were in favour.

### 89. MINUTE UPDATE FROM THE SEPTEMBER PARISH COUNCIL MINUTES ALONG WITH THE OCTOBER CLERK'S REPORT Annex 1 *(Agenda item 5)*

The Chairman advised that all necessary decisions from the last meeting had been actioned.

### 90. CRIME REPORT FOR THE LAST MONTH PERIOD *(Agenda item 6)* Annex 2

A report for the period was read to the meeting. An increase in the number of burglaries and bike theft was noted.

### 91. RESPONSE TO MATTERS RAISED DURING PUBLIC PARTICIPATION AT THE PREVIOUS MEETING OF THE PARISH COUNCIL *(Agenda item 7)*

**Sandford Strongvox Development** – a response was awaited from NSC regarding issues raised with regard to the approved planning consent.

**92. PUBLIC PARTICIPATION (Agenda item 8)**

*The Chairman suspended the meeting to allow public participation and stated that this was the only time during the meeting members of public present would be allowed to address the Council.*

- a. **Parish Street Lighting. A representative from our street lighting maintenance contractor explained results of and answered questions in relation to the six-year hard wire lighting test report.** Representatives from the Parish Council appointed light maintenance contractor explained results from the six-year fixed wire testing report. Some forty-six of the one hundred and three parish owned streetlights required replacement of damaged cables and GRP boxes. A further six light heads were still working but damaged and would require replacement as these failed. Due to the age of the lighting, a large portion of parish streetlights were now obsolete with replacement of the lantern being the only option as these failed. Problems were explained about servicing lights on The Dring with the lighting poles being located on private property.
- b. **Gigaclear and the Connecting Devon and Somerset project. Representative to explain what the recent news means for the community in Winscombe and Sandford.** With the contract to deliver rural broadband having been cancelled due to unforeseen circumstances encountered by the contractor, Gigaclear, having invested a substantial amount of their own funds into the project had decided to continue with the works but these would now be managed on a commercial basis. It was advised that no Government subsidy would be received. In response to questions raised, it was hoped to work better with other utility companies to accommodate all scheduled works during planned road closures.
- c. **Other Public Participation**  
*Winscombe and Sandford Remembers Flag Hanging Team – members from the voluntary group explained modifications to the existing poles to prevent flags wrapping around the these. Some 50 flags would be adapted at a cost of £4 per flag and would be erected in the current Christmas tree holders along Woodborough Road for the period 3<sup>rd</sup> to 17<sup>th</sup> November.  
With no further members of the public wishing to speak, the Chairman re-convened the meeting.*

**93. TO RECEIVE A WARD COUNCILLOR & NSC PARISH LIAISON OFFICER UPDATE (Agenda item 9)**

Both Ward Councillors present spoke on the decision by the NSC health, overview and scrutiny panel not to refer the matter of how the 'Healthy Weston Programme' was working (after 12 months and before this is fully implemented in April 2020) to the 'Secretary of State for Health' for an immediate review. The programme included the overnight closure of the Weston A&E Department, but also a number of positive changes including the direct admission of patients into hospital by their GP. The matter would again be reviewed by the committee in 12 months. Other matters included mud on roads around major parish developments, a NSC planning enforcement matter along with highway issues.

**94. TO AUTHORISE BILLS FOR PAYMENT Annex 3 (Agenda item 10)**

Direct payments, cheques, direct debits and standing order payments as detailed totalling £51,107.24 (incl. vat) were authorised for payment.

Proposed: Cllr G Paterson                      Seconded: Cllr L Stephens                      All in favour

**95. PARISH STREET LIGHTING – Parish Council to consider and decide on appropriate action following results of the six-year hard wire inspection report. (Agenda item 11)**

Members were concerned to learn of the results of the fixed wire test report and appreciated Parish Council maintenance contractor's attendance at the meeting to explain this as well as answer questions in relation to it.

Required works had been divided into two sections, the first of which was the replacement of six lanterns damaged and corroded, meaning they could not be safely accessed to repair. All six lanterns were currently operational but once the lights failed, these could not be repaired and would require replacement.

The second section of necessary works was for the replacement of damaged cables and GRP boxes as explained earlier in the meeting (see public participation), and due to Health and Safety implications was considered to be the most critical work.

The Parish Council had over a number of years been allocating ear-marked reserves towards parish street-lighting in the hope of eventually replacing all 100+ lights with more energy efficient LED lighting.

*Financial Regulations* - when the previous Parish Council street lighting maintenance contractor had withdrawn from the area in March 2019, investigations had been made to source alternative contractors. Only two had been available, one of which was the NSC light maintenance contractor

who had not responded to requests from W&S Parish Council and another (our current contractor who had been highly commended by other Parish Councils).

**With it not having been possible to secure a number of competing quotations in this instance, Weston Rail Services should be instructed to carry out essential streetlighting maintenance works for the replacement of damaged cables and GRP boxes as identified in the fixed wire testing report at a cost of £6,586.10. Monies should be deducted from earmarked reserves for street lighting.**

**Proposed: Cllr K Joyce                      Seconded: Cllr L Stephens                      All in favour**  
Grant funding should be sought for a continued programme to replace old lighting with LED lamps as well as the Parish Council allocating funds towards this project in future precept deliberations.

**96. TO CONSIDER SMALL GRANT APPLICATIONS (Agenda item 12):**

**a. Sandford gardening club for the purchase of two replacement planters in Sandford**

It was proposed that a small grant is made to Sandford Gardening Club for £98 to replace two village flower tubs

**Proposed: Cllr L Stephens                      Seconded: Cllr K Joyce                      All in favour**

**b. Disability Information & Advice Line (DIAL) to cover part of the running costs of the volunteer service**

It was proposed that a small grant is made to DIAL for £100 to support the services of this voluntary organisation.

**Proposed: Cllr K Joyce                      Seconded: Cllr C Lomas                      All in favour**

*With the agreement of the meeting, the Chairman varied the agenda to allow consideration of a funding request from the Winscombe and Sandford Remembers 'flag hanging team' (agenda item 19c). For the purposes of the minutes, items are recorded in the order in which they originally appeared on the agenda summons paper.*

**97. PUBLIC CONVENIENCES AND WAR MEMORIAL RECREATION GROUND CHANGING ROOMS – to agree a contract for the disposal of feminine hygiene products and nappies (Agenda item 13)**

The contract to provide 3 x feminine hygiene bins, emptied four weekly for the public conveniences and 1 x sports changing rooms along with 1 x nappy bin for the public conveniences emptied fortnightly. Costings had been provided from three potential contractors.

**It was proposed that 'Initial' is awarded the contract at an annual cost of £124.80**

**Proposed: Cllr G Paterson                      Seconded: Cllr L Stephens**  
**5 in favour with Cllr Joyce abstaining from the vote due to a previously declared interest.**

**98. ANNUAL TREE HEALTH AND SAFETY INSPECTION – to instruct the annual inspection for the Recreation Ground, Cemetery and Winnowing End play area. (Agenda item 14)**

Annual tree inspection works for the WMRG Recreation Ground, Ilex Lane Cemetery and Winnowing end Play Area should be instructed (cost in 2018 was c£400)

**Proposed: Cllr K Joyce                      Seconded: Cllr C Lomas                      All in favour**

**99. TO AGREE REPRESENTATIVES TO LAY POPPY WREATHS AT WINSCOMBE AND SANDFORD MEMORIALS (Agenda item 15)**

With the agreement of the council, Cllr Forbes would lay the poppy wreath at the Winscombe War Memorial, and Cllr Westlake at the Sandford Memorial.

**100. VE DAY 75TH ANNIVERSARY 8TH – 10TH MAY 2020. To consider a letter received from SSAFA, the Armed Forces Charity. (Agenda item 16)**

With the Parish Council not previously having engaged in such ceremonies, it was proposed that the letter suggesting activities over the weekend is forwarded to the Church Office. They could consider the ringing of Church bells as part of the nationwide 'Ringing out for Peace'.

**Proposed: Cllr K Joyce                      Seconded: Cllr L Stephens                      All in favour**

**101. TO RECEIVE SUGGESTIONS FOR REMAINING S106 MONIES FROM THE CHESTNUTS DEVELOPMENT FOR YOUTH AND COMMUNITY FACILITIES IN WINSCOMBE (£568) (Agenda item 17)**

With it being a requirement that expenditure had to be for a material purchase rather than ongoing maintenance of a project, decision on this matter was deferred to the November meeting of the council to enable members time to investigate possible options.

- 102. COMMUNITY INFRASTRUCTURE LEVY (CIL) CHARGE. TO OPEN A SEPARATE DEPOSIT ACCOUNT WITH UNITY TRUST BANK FOR THE RECEIPT OF THESE FUNDS.** (*Agenda item 18*) Due to the reporting and recording methods required for CIL funds, it was proposed that a separate Unity Trust Bank Deposit Account is opened to be used solely for this purpose  
**Proposed:** Cllr C Lomas                      **Seconded:** Cllr K Joyce                      **All in favour**

- 103. TO RECEIVE A REPORT FROM A MEETING OF THE ENVIRONMENT WORKING GROUP HELD ON 7TH OCTOBER 2019, AND TO APPROVE THE RECOMMENDATIONS FROM THAT MEETING** (*Agenda item 19*)

*Note 7c. Gully Cleansing.* Whilst the Working Group had not been in favour of a sole Parish Councillor working on a gully mapping and reporting system to NSC for minor parish roads, members of the former Parish Community Resilience Flooding Team had volunteered to assist Cllr Taviner in furthering works already started by them, and him.

**It was proposed that works continue on a gully mapping and reporting system and that any reports for blocked gullies are made to NSC through the Parish Office. Small discreet red markings only are made on the gully cover.**

**Proposed:** Cllr J Westlake                      **Seconded:** Cllr K Joyce                      **All in favour**

- a. Finger post sign at the Barton Road/Church Road junction – to instruct repair works for this and to refurbish the sign at a cost of £460**

Somerset Forge Ltd should be instructed to repair and refurbish the Barton Road/Church Road junction sign at a cost of £460

**Proposed:** Cllr G Paterson                      **Seconded:** Cllr L Stephens                      **All in favour**

*On completion of works, members would then consider refurbishment and replacement of missing fingers for three other fingerpost signs in the parish as part of the 2020/2021 precept deliberations.*

- b. Portable vehicle activated sign – to agree costs for the installation of a temporary pole at a location on church road should a suitable location be found.**

With Cllr Nicholson being unable to attend the meeting, the matter was deferred to the November council meeting.

- c. Winscombe and Sandford Remembers – to consider a request for £200 to modify existing flags to stop them wrapping around poles.**

Differing anti-wrap design options had been explained to the meeting for flags that would be placed in prominent parish locations from 3<sup>rd</sup> November. The 'flag hanging team' had submitted a request for reimbursement of funds spent on the preferred modifications.

**It was proposed that up to £200 is reimbursed to a member of the 'flag hanging team' on evidence of expenditure for the flag modifications.**

**Proposed:** Cllr C Lomas                      **Seconded:** Cllr K Joyce  
**5 in favour, 1 abstention**

- 104. TO CONSIDER THE REPLACEMENT OF A BROKEN STILE ON AX29/45 WITH A PEDESTRIAN GATE AT A COST OF £115 – COST TO BE SHARED EQUALLY WITH NSC** (*Agenda item 20*)

It was proposed that the cost of replacing a broken wooden stile with a pedestrian gate at £115 is shared equally with NSC

**Proposed:** Cllr G Paterson                      **Seconded:** Cllr L Stephens                      **All in favour**

- 105. DUKE OF EDINBURGH AWARD SCHEME. TO AGREE WORKS TO BE CARRIED OUT BY STUDENTS** (*Agenda item 21*)

Land by the Woodborough Road Public Conveniences. The Clerk and Winscombe Orderly (who would be working with the students and their parents) had arranged an initial site meeting for 31<sup>st</sup> October. It was proposed that initial land clearance works expenditure of up to £250 could be agreed with the Clerk and that the students present a plan and costings for the area to the Parish Council for consideration.

**Proposed:** Cllr K Joyce                      **Seconded:** Cllr G Paterson                      **All in favour**



*Winscombe and Sandford Parish Council acknowledge the general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, race, gender, gender reassignment, sexual orientation, marital status, religion & belief, pregnancy & maternity and disability) Crime and Disorder, Health & Safety and Human Rights.*